



**Georgetown Water Department  
Board of Water Commissioners Meeting**

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Minutes Recorded

Meeting Date: May 4, 2023

Meeting Location: Water Office

1 Moulton St Georgetown, MA.

**Attendance:**

Board of Water Commissioners (BWC): Nick Lawler (Chairman), Jeff McClure, Steve King

Georgetown Water Department (GWD) Staff: Marlene Ladderbush (Utility Director), Stacie Melchin (Water Clerk)

Minutes keeper: Stacie Melchin

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**Preliminary Matters:**

Meeting called to order by Nick Lawler @ 7:02pm

**Water Department**

Agenda Item No.1

**Financials FY23**

Marlene reports that the budget is in line with projections except for the WTP line item which is approximately \$8000 over budget mainly due to the increase in chemical costs. The board and Marlene agreed that there is no need to transfer funds since the overall operating budget is still within expenditures voted on at town meeting for FY23.

Agenda Item No.2

**Water Rate Increase**

A final discussion regarding a 5% water rate increase ensued between Marlene and the board. All agreed to increase the water rates across all tiers and leave all other various water fees as they currently stand.

Motion to increase tiered rates by 5% effective July 1, 2023 moved by Jeff McClure

Seconded by Steve King

All in Favor

Vote 3-0

Agenda Item No. 3

**Capital Projects Update**

Marlene states that the Tighe and Bond wetland delineation is going well. Also, Marlene announced that Tighe and Bond will have the draft report for the WTP basis of design by June 1, 2023. The board and Marlene agreed to either invite Tighe and Bond to the next BWC meeting or arrange a separate meeting to discuss the project progress.

BWC and Marlene discussed the filter refurbishment results since the temporary postponement along with current conditions of the wells. Marlene told the board she is in touch with Frank Getchell (W&S) and waiting on his evaluation report.

Marlene informed the board that she has submitted the COC regarding the dam destruction and is anticipating an answer by this June.

Marlene alerted the BWC that she has again requested an update from Alex (Treasurer) regarding when the department will receive the remaining allotted federal and state funding.

**Utility Director Update**

Agenda Item No.4

**Request for Transfer within Operating Budget**

The board and Marlene agreed that there is no need for a transfer within the operating budget at this time.

Agenda Item No.5

**Discussion of Payment Plan Options**

Marlene discussed with the board the need for an updated payment plan protocol. The BWC offered their feedback concerning pertinent points our payment plan option should include but allowed Marlene to enact a new payment plan policy at her discretion.

Agenda Item No.6

**Staff Update**

Marlene announced that our new operator, Sam, has passed his test and has applied for his T1 D1 license and expects him to enter the treatment plant rotation solo by the end of the summer.

Marlene informed the board that she has updated the department's website candid pictures to reflect GWD's current staff.

**Other Business**

Marlene reported to the board that the Conservation Commission reached out to her with concerns over reckless ATV riders who have also been crossing into the water department land. The board and Marlene agreed that the best course of action is put additional no motor vehicles allowed signs up and if riders are spotted on our land to call the GPD or Environmental Police to handle the matter.

Agenda Item No.8

**Approval of April 3, 2023 Meeting Minutes (Error/ Misprinted on Agenda as March 7, 2023)**

Motion to approve the April 3, 2023 meeting minutes as amended moved by Steve King

Seconded by Jeff McClure

All in Favor

Vote 3-0

### **New Business**

Agenda Item No. 9

### **Next Meeting Date and Adjournment**

Next meeting date set for June 13, 2023 @ 7 pm

Motion to move into Executive Session #1 under M.G.L., Ch. 30A, Section 21 (a)(1) to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual and not to reconvene into open session concluding regular session at 7:50pm moved by Steve King

Seconded by Jeff McClure

Roll Call Vote

Steve King-Yes

Jeff McClure-Yes

Nick Lawler-Yes